

12 December 1958

MEMORANDUM FOR THE RECORD

Subject: Reproduction Equipment and Supplies Used in Headquarters

25X1 1. Office of the Chief Building Supply Officer, reported today that his records show the following inventory of machines in headquarters:

Spirit Duplicators (Ditto)	72
Memeograph	4
Thermofax	147 ✓
Verifax	12
Apeco	9
Offset (Addressograph - Multigraph)	19
Ozalid	4

2. Stock Management in Supply Division also reported that during FY 58 Thermofax paper was issued in the following quantities:

<u>Nomenclature</u>	<u>Stock No.</u>	<u>Size</u>	<u>No. of Boxes</u>
Substance 15; buff;	7530-663-3716	8" x 10 $\frac{1}{2}$ "	4,181
S/E 3M Co., type CA-2	7530-664-0339	8 $\frac{1}{2}$ " x 11"	1,641
	7530-598-7711	8 $\frac{1}{2}$ " x 14"	1,694
Substance 29; SE/3M	7530-H05-6511	8 $\frac{1}{2}$ " x 11"	20
Co., back-up type	7530-H05-6652	8 $\frac{1}{2}$ " x 14"	12
		Total -	7,548*

* 500 sheets per box = 3,774,000 sheets.
at \$.05 per sheet these cost ~~\$188,700~~
about .04 *\$150,960*

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